

# WORKFORCE INVESTMENT COUNCIL

QUARTERLY BOARD MEETING  
January 23, 2017



# I. CALL TO ORDER

ANDY SHALLAL  
*CHAIRMAN, WORKFORCE INVESTMENT COUNCIL*



# AGENDA

- I. Call to Order**
- II. Chairman's Comments**
- III. Approval of Minutes {October 24, 2016}**
- IV. Executive Director's Report**
- V. Career Connections Update**
- VI. Career Pathways Update**
- VII. Committee Updates**
- VIII. Adult Literacy Presentation**
- IX. Public Comment**
- X. Adjourn**



# II. CHAIRMAN'S COMMENTS

ANDY SHALLAL  
*CHAIRMAN, WORKFORCE INVESTMENT COUNCIL*



# III. APPROVAL OF OCTOBER 24 MEETING MINUTES



# IV. EXECUTIVE DIRECTOR'S REPORT

ODIE DONALD  
*EXECUTIVE DIRECTOR*  
WORKFORCE INVESTMENT COUNCIL



# INTRODUCTIONS: NEW BOARD MEMBERS AND STAFF

## **Councilmember Robert C. White, Jr.**

- Appointed to the WIC on January 11, 2017
- At-Large Member of the Council of the District of Columbia
- Experience in both federal and local government with an emphasis on community engagement and supporting the most vulnerable residents



# INTRODUCTIONS: NEW BOARD MEMBERS AND STAFF

## **Antwanye Ford, President/CEO, Enlightened, Inc.**

- Sworn in December 15, 2016
- Youth Committee Co-Chair
- Strong supporter of District youth and the Marion S. Barry Summer Youth Employment Program
- Leader in the IT field
- Works diligently to expand access to IT opportunities





# INTRODUCTIONS: NEW BOARD MEMBERS AND STAFF

## **Anika Holmes, Workforce Intermediary Program Manager, WIC**

- Managed business services and workforce intermediary programming in Florida
- Experience in transition from WIA to WIOA and implementing federal regulations



# FREQUENTLY ASKED QUESTIONS

## ***FAQ 1: Policy***

**Q:** How are the policies distributed through WIGLs different from the WIC Policy Manual?

**A:** They are not different. The policy manual that was approved by the WIC in September does not become effective until later this year. WIGLs provide interim guidance to the workforce system on WIOA, similar to DOL TEGLs and TENs.

## ***FAQ 2: Committees***

**Q:** Can WIC Board committee members attend other committee's meetings, hold joint meetings, and invite outside participants to in committee meetings?

- **A:** Yes. Committee members may attend other committee's meetings, hold joint meetings, and invite outside participants. For example, members of both the Youth and Implementation Committees have attended Employment Services Committee meetings, with the Youth Committee inviting a Baltimore service provider to their next meeting. However, non-member attendees may not vote on committee items.



# FREQUENTLY ASKED QUESTIONS

## **FAQ 3: OSO**

**Q: Does the Implementation Committee have an oversight role of the One-Stop Operator?**

**A:** No. The Implementation committee is charged with evaluating the one-stop system and making recommendations for improvements based on national and regional best practices.

## **FAQ 4: OSO**

**Q: Does Implementation Committee have a role in selecting the one-stop operator?**

**A:** No. The Implementation Committee will inform the Executive Committee of high-performing and innovative models/practices which may lead to expanding or recalibrating the role of OSO throughout the contract.



# FREQUENTLY ASKED QUESTIONS

## *FAQ 5: Conflicts of Interest*

**Q:** Some WIC Board members would like a better understanding of the ways in which outside interests should and should not impact our oversight of workforce activities. Can we have a training session regarding conflicts of interest?

**A:** The WIC staff will work with the Executive Committee to determine a time, date, and forum in which this can be fully addressed.



# CAP UPDATE

- Revised Corrective Action Plan
  - DOES completed 10 strategies and continues to report on 6 (Youth) through March 2017
  - WIC completed 12 Board and Governance strategies and continues to report on 2 (Policy and Guidance) through April 2017
  - WIC completed 5 WIOA Implementation Strategies and continues to report on 1 (OSO selection) through May 2017



# WORKFORCE DEVELOPMENT WEEK

**January 23-January 27, 2017**

- A coordinated campaign among national workforce boards
- Opportunity to highlight the WIC + DC workforce system
- Share stories from residents, system successes, and key data
- Tweet us, share content, spread the word!



**Handle: @DC\_WIC**

**Hashtags: #WkDevWeek &  
#DCWorks**



# WIOA IMPLEMENTATION UPDATE

## One-Stop Operator Update

- Department of Labor (DOL) released new guidance on January 18
- RFQ was adjusted accordingly and is with District contracting team
- Procurement timeline slates award for May 2017



# OSO SURVEY RESULTS

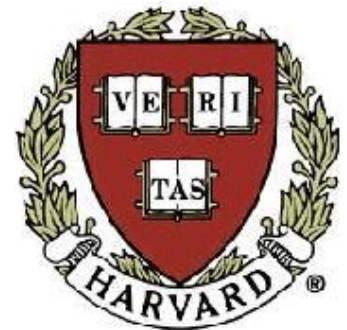
- Disseminated in December 2016 with 28 Responses
- Identified five most important functions that the OSO should carry out to be included in the RFQ
- Top identified performance criteria will inform the RFP
- Strong support for the OSO to coordinate affiliate sites and WIC working groups will provide input on how we define comprehensive centers, access points, and affiliate centers.





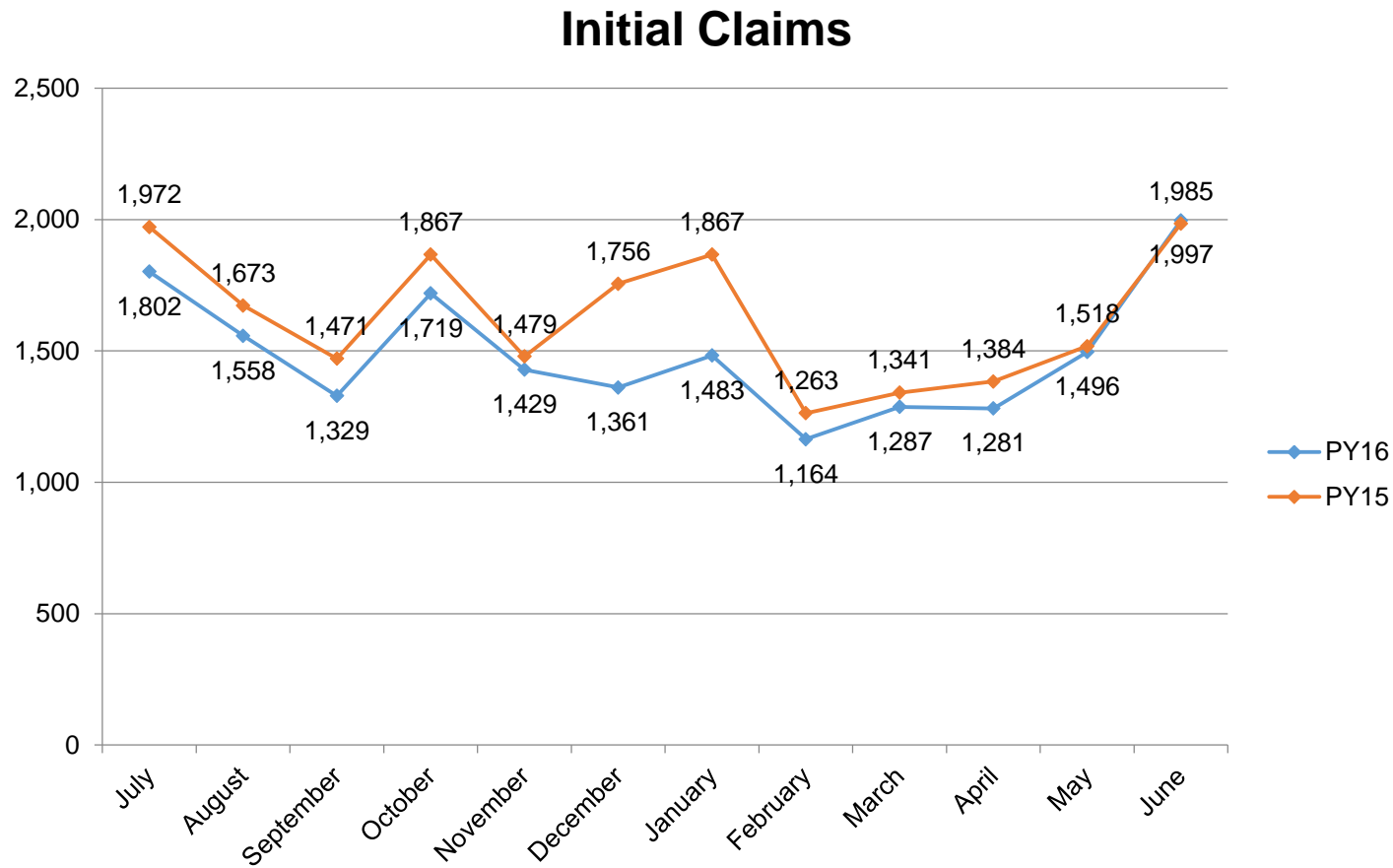
# HARVARD UNIVERSITY JOHN F. KENNEDY SCHOOL PARTNERSHIP

- TEGLS released on 1/18/17 provide further guidance on One-Stop Operator procurement and funding
  - TEGL 16-16 --*One-Stop Operations Guidance for the American Job Center Network*
  - TEGL 17-16 --*Infrastructure Funding of the One-Stop Delivery System*
- Harvard University will assist us developing performance indicators to be included in the RFP in alignment with DOLETA guidance.



# WIOA IMPLEMENTATION UPDATE

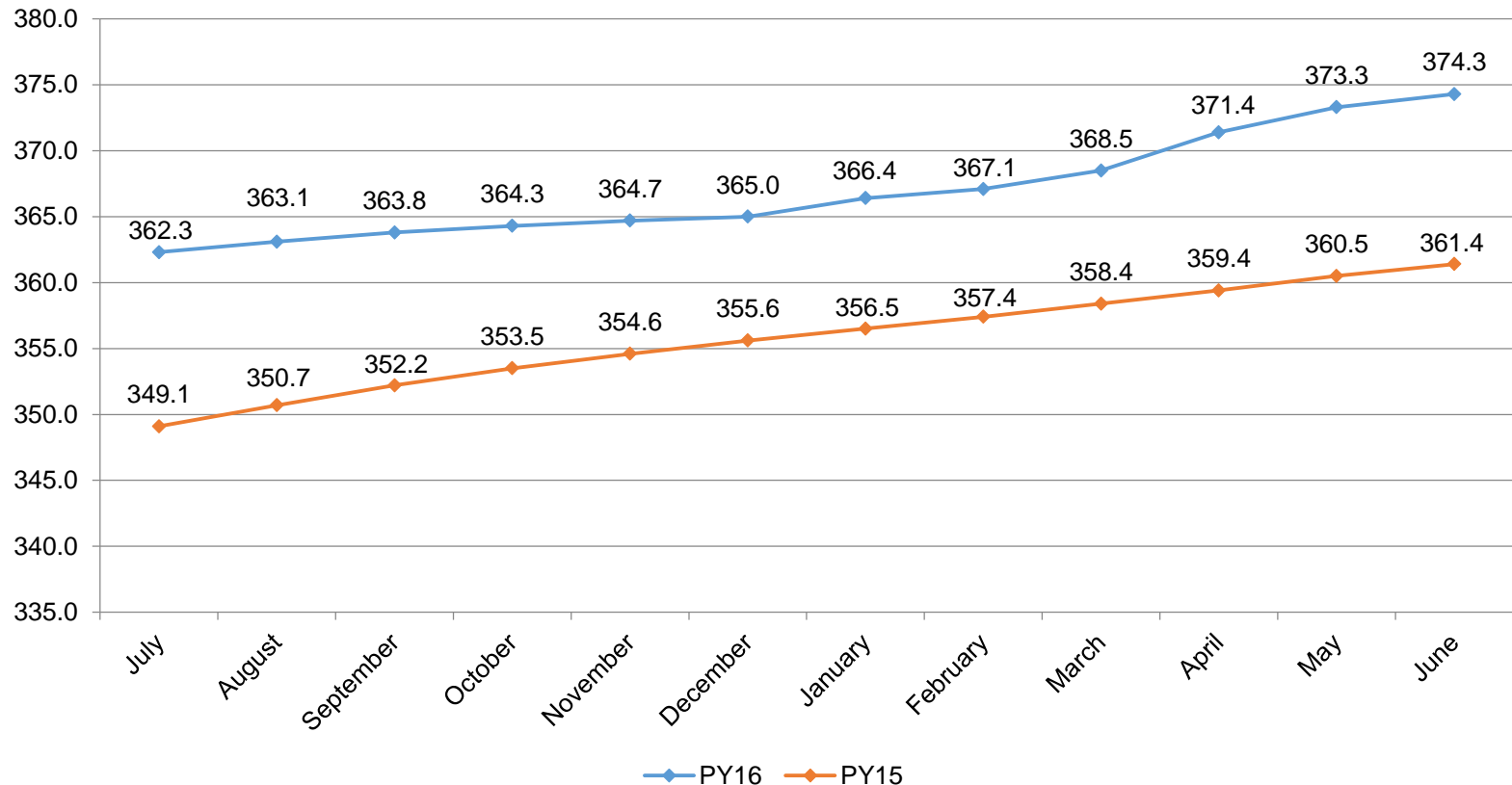
## DC Unemployment Rates for PY15 and PY16



# WIOA IMPLEMENTATION UPDATE

## Employed DC Residents for PY15 and PY16

Employed DC Residents (In Thousands)



# WIOA IMPLEMENTATION UPDATE

- **New High-Demand Industry: INFRASTRUCTURE**
- **Infrastructure is the broader industry that encompasses:**
  - Energy & Utilities
  - Energy Efficient Technology
  - Transportation/Logistics
- **High amount of District job openings**
  - Utilities: 1,811
  - Transportation and Logistics: 15,997



# WIOA IMPLEMENTATION UPDATE

## Utilities Occupations with the Highest Current Job Openings

Occupation	Job Postings
Computer Occupations, All Other	78
Software Developers, Applications	61
Maintenance and Repair Workers, General	42
Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	38
Solar Photovoltaic Installers	38
Electrical Engineers	37
Electricians	37
General and Operations Managers	37
First-Line Supervisors of Production and Operating Workers	35
Business Operations Specialists, All Other	33



# WIOA IMPLEMENTATION UPDATE

## Transportation/Logistics Occupations with the Highest Current Job Openings

Occupation	Job Postings
Heavy and Tractor-Trailer Truck Drivers	15,378
Light Truck or Delivery Services Drivers	949
Laborers and Freight, Stock, and Material Movers, Hand	880
Special Education Teachers, Secondary School	588
Managers, All Other	471
Logisticians	329
Logistics Analysts	329
Driver/Sales Workers	326
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	320
Management Analysts	283



# WIOA IMPLEMENTATION UPDATE

## Phase 1 Accomplishments:

- WIOA State Plan Approved
- One-Stop Operator Procurement Plan Approved and Implemented
- Career Pathways Community of Practice Awarded
- WIOA Working Group Meetings Commenced- Informed One-Stop Procurement Plan, One-Stop MOU planning, WIOA policy development, shared data needs
- WIOA Data Dashboard Prototype Developed
- WIC Policy Manual Approved
- WIOA Compliant WIC Board Seated
- WIC Committees Established and Meeting



# WIOA IMPLEMENTATION UPDATE

## Phase 1 Accomplishments Continued:

- Workforce Implementation Guidance Letters (WIGLS) Established and Implemented
- Workforce System Technical Assistance Plan Developed
- Workforce Intermediary Program connected District-funded projects (DC United, Wharf) to workforce programming
- Selected as Summer Impact Hub by the White House-Partnership with White House and LinkedIn contributed to 40% increase in private sector participation in SYEP
- ETPL Process Streamlined
- Innovation Fund and OSSE Title II Partnership Established for Dissemination of Career Pathways Grants





# TECHNICAL ASSISTANCE ACTIVITIES

- Technical assistance will be provided through bi-monthly Workforce System Policy Development and Technical Assistance Calls.
- An introductory webinar was held on January 10 with over 40 participants representing core agencies and workforce system stakeholders
- Tentative call dates:
  - February 7, 2017
  - April 4, 2017
  - June 6, 2017
  - August 1, 2017
  - October 3, 2017
  - December 5, 2017



# WORKFORCE IMPLEMENTATION GUIDANCE LETTERS (WIGLs)

- Workforce Implementation Guidance Letters are tools to provide guidance to system stakeholders regarding local and national policy development and implementation
- WIGLs released to date:
  - DC-WIGL-2016-001: Establishment of the WIGL Process
  - DC-WIGL-2017-002: Technical Assistance
  - DC-WIGL-2017-001: Adult Eligibility and Priority of Service



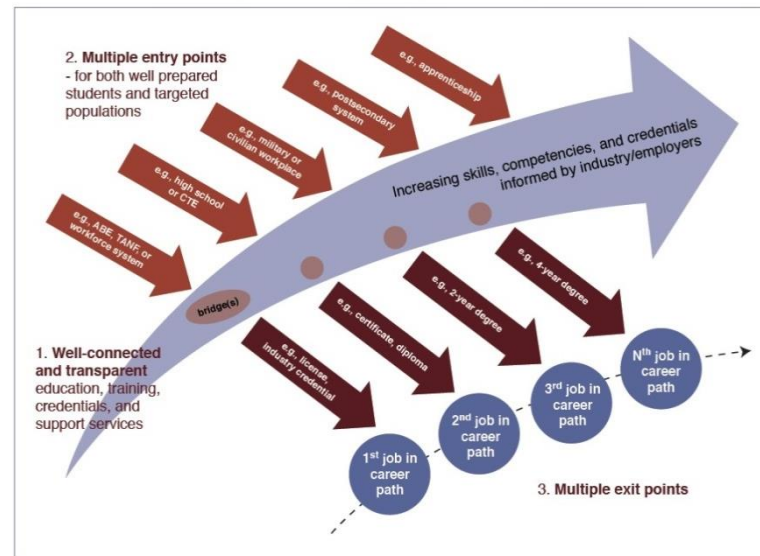
# WIC/OSSE CAREER PATHWAYS GRANT COLLABORATION

- WIC and OSSE partnership will fund sector-partnership grants to serve District adults with high-barriers to employment, including low levels of literacy and basic skills.
- Model will blend WIC's Innovation Fund and OSSE's Title II funding, reducing duplication of programming and increasing capacity
  - WIC funding will allow for an additional 200-300 slots
  - Added services such as work-based learning component
- WIC-funded partnerships grants will include at, at a minimum, adult basic education and occupational training components as well as employer partners



# WIC/OSSE PARTNERSHIP

- All applicants and grantees will participate in WIC's Career Pathways Community of Practice to receive professional development and technical assistance
- OSSE will provide program performance and fiscal monitoring with WIC support as needed
- RFA set to be released in January with program launch date of July 1, 2017



# NEW ETPL APPLICATION PROCESS

- Economic and Workforce Alignment (EWA) Committee worked with WIC staff to streamline the ETPL application process by removing duplicative tasks and paring it down to three easy steps
- Benefits:
  - New providers can navigate application process and be added to ETPL more efficiently
  - Will lead to a more robust list of eligible training providers
  - Enhancing the number of training opportunities available through the ETPL will lead to an increase in the number of skilled job seekers in the District



# DCWORKS: REVAMPED WEBSITE

- Added new tabs:
  - WIOA Implementation
  - News
  - Policy and Technical Assistance
  - Resources
  - WIC Board
- Site will be continually updated to ensure public is aware of progress, events, and initiatives



<https://dcworks.dc.gov>



# VI. CAREER CONNECTIONS UPDATE

*STACY SMITH,  
YOUTH COMMITTEE CHAIR*



# CAREER CONNECTIONS

- Part of Mayor Muriel Bowser's *Safe, Stronger DC Initiative*, operated by DOES
- Work readiness program designed to provide out-of-school District youth with opportunities to gain valuable work experience, skills training, and individualized coaching and support to gain employment.
- Success Stories from Hyatt Place:
  - Chanae Watson
  - Angel Samuel
  - Rayshanda Hopkins





# VI. CAREER PATHWAYS UPDATE

*ANIKA HOLMES,  
WORKFORCE INVESTMENT COUNCIL*



# CAREER PATHWAYS COMMUNITY OF PRACTICE

- Career Pathways Task Force recommended the creation of a Community of Practice to provide professional development and training to education and workforce providers
- WIC conducted an RFQ and RFP process and contract was awarded to Maher & Maher
- Within 45 days consultants will:
  - Meet with Career Pathways Task Force
  - Complete and submit work plan to the WIC
  - Conduct provider interest assessment and start planning for virtual and in-person trainings
  - Provide technical assistance to AFE/WIC grant applicants
  - Begin analysis of DC-specific career pathways roadmaps



# VII. COMMITTEE UPDATES



# ECONOMIC AND WORKFORCE ALIGNMENT (EWA) COMMITTEE

*LATARA HARRIS, CO-CHAIR*



# ECONOMIC AND WORKFORCE ALIGNMENT (EWA) COMMITTEE

- **Committee convened in November 2016 and January 2017**
- **Strategic Goals and Priorities for the year including:**
  - Increasing access and use of LMI data
  - Increasing impactful and effective training
  - Connecting businesses to a skilled workforce
  - Increasing business engagement
  - Increasing access to performance and program data



# ECONOMIC AND WORKFORCE ALIGNMENT (EWA) COMMITTEE

- **At most recent meeting on January 6, 2017, committee voted unanimously to:**
  - Add the Infrastructure Industry to the District of Columbia High-Demand Sectors and Occupations List
  - Recommend that the Council approve the new Eligible Training Provider List (ETPL) application process as presented by WIC staff
    - Will discuss hosting a public forum outlining new process for current and potential training providers during next committee meeting on January 27, 2017
  - Allow WIC staff to determine Demand Occupation List Criteria with feedback from EWA Committee



# NEW STREAMLINED ELIGIBLE TRAINING PROVIDER LIST (ETPL) PROCESS

## LIST

1. The EWA Committee, on behalf of the WIC, will establish and regularly update the Demand Occupation List.



Changes to the Demand Occupation List will be used to determine provider eligibility and appropriate funding for their training services.



## ACCEPT

2. The WIC staff will accept/review applications, make recommendations to the Board for approval/denial, and certify approved training providers.



Providers who have been deemed eligible must also be determined suitable to do business in the District through an RFQ process.



## TRAIN

3. Providers determined suitable are entered into the workforce system to begin providing training services to WIOA participants.



WIOA participants will select their preferred provider and begin receiving training.



# VOTING ITEM

**ETPL PROCESS/POLICY**





# EMPLOYMENT SERVICES COMMITTEE

*DARRYL WIGGINS, CHAIR*



# EMPLOYMENT SERVICES COMMITTEE

- **Convened in November 2016, December 2016 and January 2017**
- **Discussed Strategic Goals and Priorities:**
  - Increase access points to employment and training programs and services
  - Ensure the District training is aligned with business needs
  - Create tool that allows us to measure training providers by the skills they deliver and industry needs
  - Ensure the delivery of a world class business services
- **Key Activities:**
  - Launched an evidence-based outcome driven review of innovative effective practices for diversifying and increasing access points (virtually and physical locations)
  - Research creating a survey for establishing criteria and standards (access thru partnerships with community groups)
  - Review and discuss data to identify the disenfranchised Wards and District needs



# IMPLEMENTATION COMMITTEE

*JOSEPH ANDRONACO, CHAIR*



# IMPLEMENTATION COMMITTEE

- **Met on January 11**
- **WIC Executive Committee charged the Implementation Committee:**
  - Monitor, evaluate, and report on the effectiveness of the One-Stop Operator and One-Stop system in the District of Columbia.
  - Assist the Executive Committee in delivering and maintaining a successful One-Stop service delivery system
- **Committee is focusing on examining current status of DC's one-stop system and opportunities for innovation**



# YOUTH COMMITTEE

*STACY SMITH, CHAIR*



# YOUTH COMMITTEE

- **Goals:**
  - Ensure delivery of high quality youth programs
  - Increase access to services for opportunity youth
  - Enhance youth data
- **Met on November 17, 2016**
  - Discussed committee goals and strategies
  - Reviewed youth landscape (providers, programs, etc.)
- **Next Meeting March 1, 2017**
  - Focusing on youth data and service provision
  - Yo! Baltimore presentation
- **Other Activities**
  - ETP site visits
  - Meeting with Raise DC regarding “Graduation Pathways” data



# VIII. ADULT LITERACY PRESENTATION

*Michelle Johnson,  
Office of the State Superintendent for Education*



District of Columbia  
Office of the State Superintendent of Education (OSSE)  
Adult and Family Education (AFE)



# State of Adult Literacy

*Michelle Johnson, OSSE*





# DC's Adult Literacy and Workforce Needs



## The Impact of Education on the Workforce

- By 2020, 76% of all jobs in DC will require some postsecondary education.
- From November 2014 to October 2015, the unemployment rate was 2.8% for DC residents with a bachelor's Degree in comparison with 12.7% for residents with less than a high school diploma.
- On average, individuals who left school without a high-school diploma earn \$10,386 less annually than a typical high school graduate, and \$36,424 less than someone with a bachelor's degree.
- 48.4% of families headed by someone with less than a high school diploma live below the poverty level in comparison with 36.8% headed by someone with a high school diploma or equivalent, 26.8% headed by someone with some college/associates degree live below the poverty level; and 7.4% headed by someone with a bachelor's degree or higher.



# DC's Adult Literacy and Workforce Needs

## The District's Need for Adult Education

- According to the Census Bureau, 2011-2015 American Community Survey (ACS),
  - An estimated 647,484 individuals reside in the District of Columbia.
  - 536,179 are 18 years of age and older.
  - Of this number, approximately 11% or 57,048 do not have a high school diploma or its equivalent.
- Additionally, a significant proportion of District residents lack the basic literacy, numeracy, English language, problem solving and digital literacy skills needed to be successful in their career, family, and community roles.





# DC's Adult Education Providers

- OSSE's Office of Adult and Family Education funds 22 partners (primarily community-based organizations) to provide adult education to 2,978 adult learners, 95% of which entered programs at the Adult Basic Education Level (1<sup>st</sup> to 8<sup>th</sup> grade) and 5% at the Adult Secondary Education Level (9<sup>th</sup> to 12<sup>th</sup> grade).
- DCPS offers adult and alternative education through Ballou and Roosevelt STAY High Schools, Washington Metropolitan High, and Luke C. Moore.
- Nine DC Public Charter schools focus on adult and alternative education.



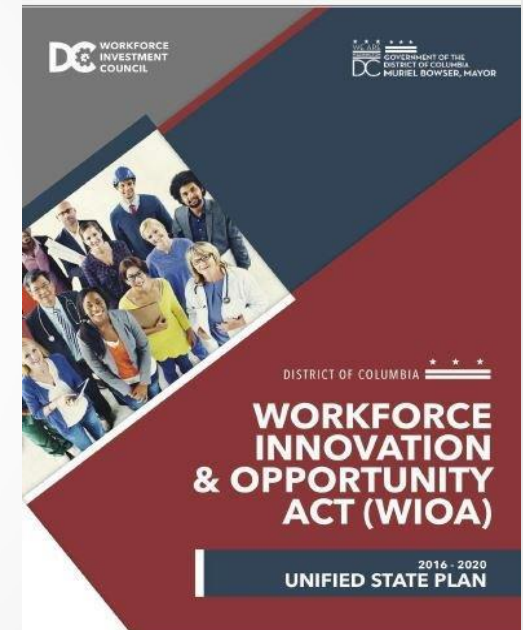


# DC's Unified WIOA State Plan

Emphasis on expanding economic opportunity to District residents across the city so that more residents are able to access a career pathway to the middle class.

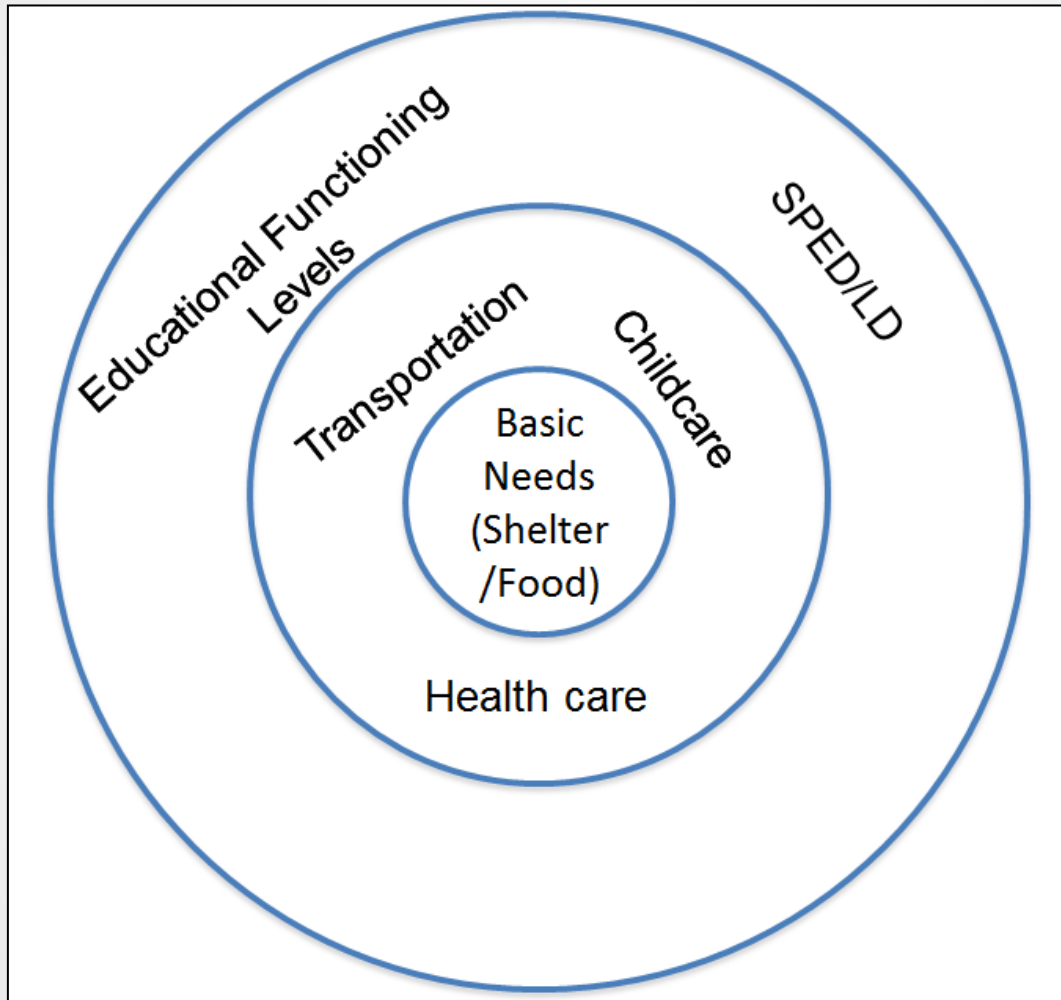
## Goals:

- Alignment of the District's Workforce System
- Access to Integrated/Concurrent Workforce and Education Services
- Sector Strategies/Alignment with Business Needs
- Increased Performance and Accountability





# Challenges



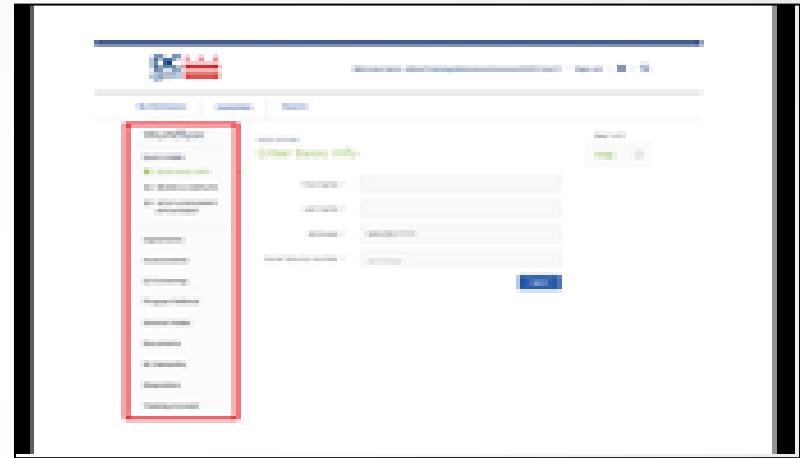
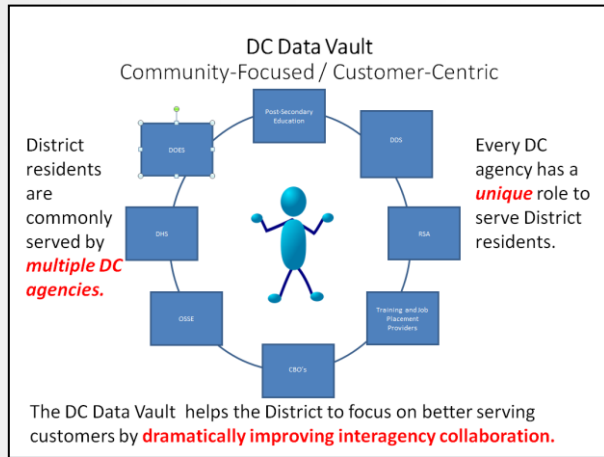


# New Direction



- Integrated Education and Training (IE&T) Program Models.
- Program offerings based on LMI and other related data in response to the local and
- Collaborative approach to service delivery via partnerships, consortiums and coalitions.

- Expansion of the DC Data Vault to facilitate coordination of services across agencies.



- Expansion of resources for integrated education and training, work-based learning, and dual enrollment programs.
- Expansion of supportive services such as transportation and income supports through earn-and-learn models that increase persistence and program completion.

# X. PUBLIC COMMENT





# XI. ADJOURN

